

FABIG STEERING COMMITTEE TERMS OF REFERENCE

The mission of FABIG is to disseminate knowledge and best practice and to develop guidance on the prevention and mitigation of fires and explosions and on the protection of facilities and personnel against fires and explosions.

The FABIG Steering Committee is made up of representatives selected on invitation from the FABIG member organisations and spans the different categories of membership to ensure that all stakeholders are adequately represented. A flexible approach is adopted to membership of the Steering Committee with two overriding principles – the willingness of individuals to attend the meetings and contribute to the Steering Committee as set out below and the need to maintain the Committee at a size (typically around 10) that ensure efficient functioning of the Committee. A minimum of 4 Steering Committee members is required at each Steering Committee meeting.

The Steering Committee meets at least twice a year and is responsible for overseeing FABIG's activities through the following specific functions:

1. Overseeing the income, expenditure and management of FABIG funds in accordance with the aims of FABIG.
2. Monitoring progress of FABIG deliverables against time and cost.
3. Advising the FABIG management team on relevant issues that are facing the industry to ensure that FABIG remains topical by addressing those within its remit and budgets.
4. Advising the FABIG management team on subjects to be addressed by FABIG in future Technical Meetings, Newsletters and Technical Notes and on suitable contributors.
5. Reviewing FABIG Technical Notes.
6. Overseeing the content and development of the website.
7. Notifying the FABIG management team of research initiative that may be relevant to the FABIG membership.
8. Advising the FABIG management team on proposals for joint initiatives with other organisations relevant to FABIG.
9. Assisting in the growth of the FABIG membership through providing leads and introductions.